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#### DISCLAIMER

Users are warned that this historic issue of this publication series may contain language or views which, reflecting the authors' attitudes or that of the period in which the item was written, may be considered to be inappropriate or offensive today.

All population statistics shown in this issue of the Year Book for dates up to and including June 1961, and all mean populations for calendar years up to 1960 and financial years up to 1960-61, are final. Population statistics for dates or years subsequent to these will be revised in accordance with the final results of the June 1966 census. The 1966 census figures quoted in this issue are preliminary only. They have been compiled by field personnel during the taking of the census and are subject to amendment. These 1966 figures are for total population only, and statistics of its characteristics are not yet available for later than the 1961 census.

### THE CENSUS

#### Pre-federation activity

##### Early 'musters'

Although regular censuses were not instituted in the several colonies until the years specified in the table below, population returns in one form or another have existed from a very early period in the history of Australia. The earliest enumerations were known as 'musters', and although the actual results of very few of them have been preserved, it is probable that during the early days of colonisation they were of frequent occurrence. The first official 'muster' was taken in 1788, soon after the new settlement at Sydney Cove was formed, and in 1803 the first 'muster' of convicts in Van Dieman's Land (now Tasmania) was conducted. The location of 'mustering' stations from 1813 to 1825 indicates the growth of the infant colony of New South Wales. The material on the census on pages 164-70 has been derived in the main from Statistician's Reports for successive Commonwealth censuses. These provide a continuous record of census developments in Australia since 1911, and should be referred to for greater detail than can be included herein.

#### CENSUSES IN AUSTRALIA, 1828 TO 1966

Date	Population enumerated (excluding full-blood Aborigines)								
	N.S.W.	Vic.	Qld	S.A.	W.A.	Tas.	N.T.	A.C.T.	Aust.
1828- November	36,598	..	..	..	..	..	..	..	..
1833- 2 September	60,794	..	..	..	..	..	..	..	..
1836- 2 September	77,096	..	..	..	..	..	..	..	..
1841- 2 March	130,856	..	..	..	..	..	..	..	..
27 September	..	..	..	..	..	..	..	..	..
1844-26 February	..	..	..	17,366	..	..	50,216	..	..
1846-26 February	..	..	..	22,390	..	..	..	..	..
2 March	189,609	..	..	..	..	..	..	..	..
1847-31 December	..	..	..	..	..	..	..	..	..
1848-10 October	..	..	..	..	..	4,622	70,164	..	..
1851- 1 January	..	..	..	..	..	..	..	..	..
1 March	268,344	..	..	63,700	..	..	70,130	..	..
1854-26 April	..	..	..	..	..	..	..	..	..
30 September	..	..	..	..	..	..	..	..	..
1855-31 March	..	..	..	..	..	..	..	..	..
1856- 1 March	269,722	..	..	85,821	..	..	..	..	..
1857-29 March	..	..	..	..	..	..	..	..	..
31 March	..	..	..	..	..	..	..	..	..
1859-31 December	..	..	..	..	..	..	..	..	..
1861- 7 April	350,860	538,628	(a)30,059	126,830	..	14,837	89,977	..	..
1864- 1 January	..	..	61,467	..	..	..	..	..	..
1866-26 March	..	..	..	163,452	..	..	..	..	..
1868- 2 March	..	..	99,901	..	..	..	..	..	..
1870- 7 February	..	..	..	..	..	..	99,328	..	..
31 March	..	..	..	..	..	..	..	..	..
1871- 2 April	..	502,998	730,198	..	185,626	..	..	..	..
1 September	..	..	..	120,104	..	..	..	..	..
1876-26 March	..	..	..	..	213,271	..	..	..	..
1 May	..	..	..	173,283	..	..	..	..	..
1881- 3 April	..	749,825	861,566	213,525	276,414	29,708	115,705	(b)3,451	2,250,194
1886- 1 May	..	..	322,853	..	..	..	..	..	..
1891- 5 April	..	1,127,137	1,140,088	393,718	315,533	49,782	146,667	4,898	..
1901-31 March	..	1,354,846	1,201,070	498,129	358,346	184,124	172,475	4,811	3,177,823
1911- 3 April	..	1,646,734	1,315,551	605,813	408,558	282,114	191,211	3,310	(a)1,714 4,455,005
1921- 4 April	..	2,100,371	1,531,280	755,972	495,160	332,732	213,780	3,867	2,572 5,435,734
1933-30 June	..	2,600,847	1,820,261	947,534	580,949	438,852	227,599	4,850	8,947 6,629,839
1947-30 June	..	2,984,838	2,054,701	1,106,415	646,073	502,480	257,078	10,868	16,905 7,759,358
1954-30 June	..	3,423,529	2,452,341	1,318,259	797,094	639,771	308,752	16,469	30,315 8,986,530
1961-30 June	..	3,917,013	2,930,113	1,518,828	969,340	736,629	350,340	27,095	58,828 10,508,186
1966-30 June(c)	..	4,231,103	3,217,832	1,661,240	1,090,723	835,570	371,217	37,166	95,913 11,540,764

(a) Previously included with New South Wales. (b) Included with South Australia for the censuses of 1866, 1871 and 1876. Actually Northern Territory was not transferred to the Commonwealth until 1 January 1911.

(c) Field count totals. Subject to revision on receipt of final figures.

### Development of the census

The first regular census in Australia was taken in New South Wales in November 1828, and included the population of Moreton Bay (now Queensland) but not Van Dieman's Land (Tasmania). Particulars were asked concerning the names, ages and civil conditions of the inhabitants. The next census was taken in 1833, and was followed by another in 1836, when arrangements were made for the enumeration of the population of the newly-established settlement at Port Phillip (Victoria). The first censuses taken in Tasmania, Victoria and Queensland as separate colonies were in 1841, 1854 and 1861 respectively. The first regular census in South Australia was taken in 1844 and in Western Australia in 1848. The 1881 census was the first simultaneous census taken in Australia and formed part of the first simultaneous census of the British Empire.

### Census conferences

Although the census methods adopted in the several Australian colonies, being based on a common prototype (i.e. the English methods), conducted towards general uniformity, nevertheless it appeared evident in the course of time that the methods of inquiry and tabulation were in certain respects ill-adapted to Australasian conditions. In 1890, therefore, a Conference of Statisticians was held at Hobart for the purpose of preparing a scheme by means of which the census information could be collected and tabulated throughout Australasia in a uniform and effective manner. The Conference resulted in considerable improvement in the degree of uniformity attained in the censuses of 1891 and in the increased fruitfulness of the inquiries. In 1900 another Conference of Australasian Statisticians was held in Sydney with the object of agreeing to such measures as would lead to uniformity in regard to: (a) the date of the census, (b) the subjects of the inquiry, and (c) the methods of compilation and tabulation. (New Zealand was represented at both these pre-Federation Conferences.) Briefly, the results of the Census Conferences of 1890 and 1900 were to bring about the adoption of a uniform procedure by which the census authorities throughout Australia agreed to institute the same inquiries on the same date, and to present the results in the various reports drawn up by them, as nearly as practicable, in the same manner. Although uniformity on the form of the schedule was attained, minor differences arose as to the interpretation of terms. Moreover, the method of presentation of the results differed considerably, the results of all the inquiries were not tabulated in all cases, and there was no co-ordinating authority to bring the results together to form a total for Australia. At the census of 1911, the first census taken under the aegis of the Commonwealth Government, the control of the census of the whole of Australia was centralised in the Commonwealth Statistician, thus enabling the attainment of (a) substantial identity in the method of collection, (b) identity of categories under which the returns are to be tabulated, and (c) uniformity in the interpretation of terms and in the scheme of presenting facts.

### Censuses of the Commonwealth

Under the Commonwealth of Australia Constitution Act of 1900, 'Census and Statistics' became Commonwealth functions. Provision for census-taking under Commonwealth law was not made until the *Census and Statistics Act* 1905. The census of the Commonwealth of Australia is taken under the authority of this Act (now *Census and Statistics Act* 1905-1966) and the regulations made thereunder. The first Australian census collected under the Act was that of 1911; subsequent censuses were taken in the years 1921, 1933, 1947, 1954, 1961, and 1966. The Act provided that the census should be taken by means of a householder's schedule delivered to every dwelling and that this schedule should contain particulars of the dwelling and its inmates.

### Periodicity and date of the census

The *Census and Statistics Act* 1905 provided that the Census should be taken 'in the year one thousand nine hundred and eleven and in every tenth year thereafter'. But in 1930 this was amended by the addition of the words 'or at such other time as is prescribed'. Because of the economic depression prevailing in 1931 the third Australian census was not taken until 1933, and because of war conditions the fourth Australian census was not taken until 1947. Consideration was then given to the practicability of holding future censuses in the series of years originally envisaged. However, it was considered that the interval of years from 1947 to 1951 was too short; therefore it was decided to take the fifth census in 1954 at the mid-point of the period from 1947 to 1961. The sixth census was held in 1961. Because of the administrative demand for more frequent counts of the population the seventh census was held in 1966.

The Census and Statistics Act provides that 'the Census day shall be a day appointed for that purpose by proclamation', but the actual date is not specified. The census is conducted on a strictly *de facto* basis, i.e. it records the population actually in Australia at the place where residing on census day (as distinct from a *de jure* basis, which records the population according to place of usual residence). In the selection of census day every endeavour is made to choose a date when there is a minimum displacement of population. In 1911 and 1921, census day was near the beginning of April, but in 1933 and subsequently, census day has been at or near the end of June because this time has fulfilled the condition mentioned and is otherwise suitable, being the end of a fiscal year and of a quarterly period used extensively for statistical purposes.

### Scope of the census

The census covers the population of the Commonwealth and the dwellings in which it lives. The only persons excluded from Census results are:

- (i) full-blood Aborigines, pursuant to Section 127 of the Constitution which specifically excludes them from the count of population (see page 206 for numbers of full-blood Aborigines enumerated at the census although not included in the population—plus an estimate of those not enumerated at the time of the census);
- (ii) diplomatic representatives of other Governments and their families and staffs having diplomatic immunity in accordance with international practice.

Instructions to field staff determine how various fringe categories of persons are to be treated for census purposes. Broadly the principle is to record at the census babies born at or before midnight of census day and to exclude persons dying before midnight of census day. Travellers on ships in or between Australian ports at midnight of census day are also included.

For census purposes the Act defines a dwelling thus: ' "Dwelling" means a building, erection, or tenement, whether permanent or temporary, which is wholly or partly used for the purpose of human habitation and includes any ship or other vessel in any port of the Commonwealth or in any inland waters thereof, or any ship or vessel on a passage between any two Commonwealth ports'. Section 10 (2) provides that 'where a building is let, sub-let or held in different apartments and occupied by different persons or families, each part so let, sub-let, or held and used for the purpose of human habitation shall be deemed a dwelling'.

Measurable characteristics such as 'class' of dwelling, materials of outer walls, number of inmates in relation to number of rooms, facilities and rentals are recorded. At the 1966 census particulars were recorded for *ten* separate 'classes' of private dwellings and *sixteen* 'classes' of non-private dwellings.

The census data on occupied dwellings are obtained from the completed householder's schedules. However, census collectors are responsible for recording, from personal observations or inquiry, particulars also of dwellings which are unoccupied on census day, including those temporarily unoccupied or those used for 'holiday purposes'. Dwellings not recorded at the census are those occupied by accredited persons having diplomatic immunity and dwellings occupied solely by full-blood Aborigines.

The provisions of the Act place the responsibility for completing a householder's schedule upon the 'occupier of a dwelling'. The term 'occupier' is not defined beyond specifying certain officials in charge of public or charitable institutions who are to be included under this head. In practice, the responsibility, in the case of all private dwellings, is considered to rest with the head of the household occupying the dwelling.

Censuses have been taken in each of the External Territories of Australia concurrently with the Commonwealth census. These censuses, taken under the authority of the relevant Ordinances, cover the Territory of Papua and New Guinea, the Territory of Norfolk Island, the Territory of Nauru, the Territory of Cocos (Keeling) Islands, and the Territory of Christmas Island.

### Commonwealth Parliamentary representation and the census

The *Representation Act 1905-1964* provides:

'2. For the purpose of determining the number of Members of the House of Representatives to be chosen from time to time in the several States, the Chief Electoral Officer of the Commonwealth shall at the times and in the manner prescribed by this Act ascertain the numbers of people of the Commonwealth, and the numbers of the people of the several States.

'3. The day on which any Census of the people of the Commonwealth is taken shall be an Enumeration Day within the meaning of this Act.

'4. The numbers of the people shall be ascertained as on Enumeration Day in accordance with the following provisions:—

- (a) The numbers of the people of each State, as shown by the Census, shall be taken.
- (b) There shall be excluded from the reckoning the number of persons, who, by Section twenty-five or Section one hundred and twenty-seven of the Constitution are required not to be counted.

'5. All Statistical Officers of the Commonwealth . . . . are hereby authorised and required to furnish to the Chief Electoral Officer all such statistical information as he requires to enable him to ascertain the numbers of people in accordance with this Act.

'6. The Chief Electoral Officer shall forthwith, after he has ascertained the numbers of the people in accordance with this Act, make and forward to the Minister a certificate setting forth the numbers of the people of the Commonwealth and of the several States as on Enumeration Day.'

After each census the Chief Electoral Officer requests the Commonwealth Statistician to supply the information required for the purposes of the Representation Act. From such information the Chief Electoral Officer prepares the requisite certificate and this is published in the Commonwealth Gazette.

PERSONAL PARTICULARS OBTAINED ON HOUSEHOLDER'S SCHEDULES(a)  
CENSUSES, 1911 TO 1966

(x indicates information obtained for census concerned)

Particulars obtained	Census						
	1911	1921	1933	1947	1954	1961	1966

## PARTICULARS OBTAINED ON 1966 SCHEDULE

Name	x	x	x	x	x	x	x
Relationship to head of household	x	x	x	x	x	x	x
Sex	x	x	x	x	x	x	x
Age	x(b)	x(bc)	x(b)	x(b)	x(b)	x(b)	x(d)
Particulars as to marriage—							
Marital status	x	x	x	x	x	x	x
Duration of existing marriage	x(e)	x(f)	x	x	x	x	x
Family born to existing marriage (living or dead)	x(g)	x(g)	..	x	x	x	x
Religion (optional)	x	x	x	x	x	x	x
Birthplace	x	x(h)	x	x	x	x	x
Period of residence in Australia of persons born outside Australia	x(i)	x(i)	x	x	x	x	x
Nationality	x(j)	x	x	x	x	x	x
Race	x	x	x	x	x	x	x
Education—							
Standard of education	x(k)	x(k)	x(k)	..	..	..	x(l)
Attending school, university, etc.	x	x	x(m)	..	..	..	..
Persons not engaged in industry	x	x	x	x	x	x	x
Economic activity(n)—							
Status, occupation and industry—							
Occupational status	x	x	x(o)	x	x	x	x
Occupation	x	x	x	x	x	x	x
Industry	x(p)	x(p)	x	x	x	x	x
Place of work	..	..	..	..	x	x	x
Professional qualifications, trade training, etc.	..	..	..	..	x	x	x(q)
Usual hours worked per week	..	..	..	..	..	..	x

## PARTICULARS NOT OBTAINED IN 1966 BUT OBTAINED AT A PREVIOUS CENSUS

Dependent children (under 16 years of age)	..	x(r)	x	x	..	..	..
Blind, deaf and dumb	x	x	x	..	..	..	..
War service	..	..	x	..	..	..	..
Income	..	..	x	..	..	..	..
Orphanhood	..	..	x	..	..	..	..
Not at work(n)—							
Duration	x	x	x	x	x	x	..
Reason for not seeking work	..	x	x	x	x	x	..
Seeking work but not able to secure	..	x	x	x	x	x	..
Persons not engaged in industry	x	x	x	x	x	x	..
State or Territory of usual residence (if temporarily absent)	..	..	..	..	..	x	..

(a) The exact wording of questions has not remained constant from census to census. (b) Age last birthday. In 1911 age last birthday was requested only if date of birth was not known. (c) Also date of birth.

(d) Age in years and completed months. (e) Date of existing marriage only. (f) Also date of existing marriage. (g) Also number of children (living or dead) from previous marriage. (h) Self, father and mother.

(i) Also date of arrival. (j) British and foreign only. (k) Ability to read and write English, a foreign language, etc. (l) Highest level of schooling completed. (m) For subsequent Censuses, classified separately under 'Persons not engaged in industry'. (n) The following questions, relating to employment and unemployment were asked at the 1966 census of all persons 15 years of age and over. Did the person have a job or business of any kind last week (even though he may have been temporarily absent from it)? Did the person do any work at all last week for payment or profit? Was the person temporarily laid off by his employer without pay for the whole of last week? Did the person look for work last week? (o) Apprentices shown separately.

(p) Employer's occupation. (q) Also the institution at which obtained. (r) Under fourteen years.

## PARTICULARS OF DWELLING OBTAINED ON HOUSEHOLDER'S SCHEDULES(a)

CENSUSES, 1911 TO 1966

(x indicates information requested for census concerned)

Question	Census						
	1911	1921	1933	1947	1954	1961	1966
PARTICULARS OBTAINED ON 1966 CENSUS SCHEDULE							
Class of dwelling(b)	.	.	.	x	x	x(c)	x
Material of outer walls	.	x	x(d)	x	x(d)	x	x
Number of rooms(e)	.	x	x	x	x	x	x
Occupancy(f)	.	x	x	x	x	x	x
Weekly rent(g)	.	x	x	x	x	x	x
Facilities available—							
Gas	.	..	..	x	x	x	x
Electricity	.	..	..	x	x	x	x
Television set	.	..	..	..	..	x	x
Kitchen	.	..	..	..	x(h)	x(h)	x(h)
Bathroom	.	..	..	..	x(h)	x(h)	x(h)
Date of building	.	..	..	x(i)	x(j)	x(j)	x(j)
Farm dwellings—							
On rural holding of one acre or more	..	..	..	x	x	x	x
Distance from post office (miles)	..	..	..	..	..	x	x
Size of rural holding	..	..	..	..	..	x	x
Motor vehicles at dwelling	..	..	..	..	..	..	x

## PARTICULARS NOT OBTAINED IN 1966 BUT OBTAINED AT A PREVIOUS CENSUS

Sleeping out—number of persons who sleep out throughout the year on verandahs (not enclosed sleep-outs)	..	..	x	x	..	..	..
Number of persons usually resident on the premises	..	x	..	..	..	..	..
Facilities available—							
Water supply—running water (do not include rain water tanks)	..	..	..	x	..	..	..
Flush toilet	..	..	..	..	x(h)	..	..
Laundry	..	..	..	..	x(h)	..	..
Cooking—							
Whether installed	..	..	..	..	x(h)	..	..
Means of cooking mostly used	..	..	..	x	..	..	..

(a) The exact wording of questions has not remained constant from census to census. (b) Private house, flat, tenement, hotel, boarding house, institution, etc. (c) From 1947 includes 'Shared house', etc.—the householder to answer questions only for that part of the house occupied by him. (d) Also roof. (e) Includes kitchen, and from 1933 permanently enclosed sleep-out, but excludes bathroom, pantry, laundry, etc. (f) Owner, tenant, etc., and from 1954, where rented from a government authority. (g) Unfurnished or estimated unfurnished rental value. From 1947, furnished and unfurnished rentals were shown separately. (h) If shared, to be indicated. (i) Before 30 June 1933, or not. (j) Prior to preceding census and by years for intervening period.

## The census schedule

The content of the householder's schedule used in the seven Commonwealth censuses 1911 to 1966 has not been subject to great variation. The questions asked have generally been those which are essential to provide a basic statistical framework of the characteristics of the population and dwellings of the Commonwealth of Australia. These questions have sought to serve both the general interest and the particular interests of those concerned in governmental policy making, in commerce and industry, and in demographic, social and economic research. While serving these local or national interests the need for international comparability has also been borne in mind when framing questions. The consistency in content of the householder's schedule is attributable in part to the mandatory questions included in accordance with the Census and Statistics Act and to the constitutional requirement to distinguish persons of Aboriginal race.

## Conduct of the census

The arrangements made for the taking of a census of the Commonwealth resolve broadly into the following phases which, although apparently distinct, are in fact closely interrelated parts of a highly integrated system; determining the questionnaire and the form of the householder's schedule and personal slip and accompanying legislation and instructions; schematic

arrangement of census divisions and census subdivisions and collector's districts; mapping; selection, organisation and instruction of field staff; supply and transmission throughout Australia of census materials; publicity; distribution and collection of householder's schedules and personal slips by census collectors; establishment of processing and tabulating centres, the return and processing of completed census material, and the origination of punched cards; tabulation and summarisation; presentation, analysis and interpretation of results.

During the period between censuses experienced census staff are engaged in the research, development and planning of all aspects of the census. Of prime importance is the content of the householder's schedule and the statistical tabulations which it is desired to obtain in order to meet the needs of users in government, business and research. In conformity with these aims, field procedures and instructions, processing instructions, training methods, publicity, and staffing standards are developed. As far as possible, field pre-tests are conducted prior to the census to check the adequacy of proposed methods and procedures.

Some years before the taking of the census, the preparation of field maps is commenced. Other preparations follow as the census day approaches, involving the printing and distribution of forms, instructions and code lists; recruitment, training and equipment of field staff; the establishment of a processing centre; and the selection and training of processing staff. The success of the enumeration depends in large measure on the quality and training of staff and the development of effective supervision and control.

The operations outlined in the following paragraphs relate to the most recent census procedures.

#### *Field organisation*

For the organisation and administration of census activities the States are divided into census divisions. Each internal Territory is also one division. Each division comprises a number of census subdivisions, further divided into collector's districts.

In the delineation of collector's district boundaries, the following criteria are relevant.

- (1) The area enclosed must not exceed the workload of one collector at the census period.
- (2) They must accommodate all State, Territorial and administrative boundaries.
- (3) Boundaries should be visible and easily followed by the collector.
- (4) They should preserve comparability with previous censuses.
- (5) They should conform to criteria currently in use in connection with the delimitation of urban boundaries.

For the census of 1921 and each subsequent census the organisation of the Commonwealth Electoral Office has been used as the basis of the census field organisation. The Chief Field Supervisor is appointed from the staff of the Census Division of the Commonwealth Bureau of Census and Statistics, but the Assistant Chief Field Supervisor and other senior supervisory field staff are appointed under the Census Regulations, in general from the staff of the Commonwealth Electoral Office.

Census divisions correspond closely with Commonwealth electoral divisions and each census division is controlled by an enumerator. Enumerators in each State are responsible to the Deputy Field Supervisor who is in charge of field operations in the particular State or Territory. Reporting to the enumerators are sub-enumerators, who are selected from a broad range of responsible public officials and private individuals, some four-fifths of whom were connected (at the 1966 Census) in some temporary or permanent way with the Electoral Office function.

The recruitment of census collectors is carried out by enumerators, often with the advice of sub-enumerators and in accordance with standards determined by the Bureau. Each collector enters into a contract of service and signs an undertaking of fidelity and secrecy. Special collectors for shipping, light-houses, certain public institutions, long-distance trains, coaches, and aircraft are also appointed.

The majority of persons connected with the field work of the census are employed temporarily and for very short periods, and, because of the long interval between censuses, many of them are without experience or knowledge of the work. It is necessary, therefore, that provision be made to enable census field staff to become acquainted with the objects and methods of the census. The basis of the instruction programme is a series of printed booklets, each containing instructions and general information for a particular level of the field staff, from collector to field supervisor. These booklets set out in detail the duties of the respective positions and contain instructions providing guidance for circumstances likely to arise. They may be supplemented by additional instructions for special circumstances, etc. Pre-census conferences at various levels are an established part of the preparations for the census. At these conferences the proposed householder's schedule and personal slip, the instructional booklets, administrative forms and all arrangements are discussed. Additionally, in 1966, an extensive collector training scheme was conducted using an instructional filmstrip. Post-census conferences are also held, and reports are made by various members of the field staff. From these emanate constructive and useful suggestions which are used in future census planning.

**Mapping**

After approval of the scheme of sub-division the next most important phase in the organisation of the Census is the preparation of the maps required for the field staff and central office control. Basic material for the census maps, together with aerial photographs where required for special reference and guidance, are obtained from the relevant State and semi-governmental authorities and private map publishers. Difficulty has always been experienced in obtaining suitable base maps for this work, especially in rural areas, and difficulties are encountered in delineating boundaries on maps which have not been revised or re-drawn for many years.

The overall mapping programme comprises production of (a) a map of census divisions for Australia as a whole; (b) a diagram map for each census division showing sub-division boundaries and local government area boundaries; (c) a detailed base map for each census subdivision showing boundaries of local government areas and collector's districts; and (d) a map of each collector's district which, together with a typed description of the boundary, is inserted in the collector's record book for reference by the collector in the conduct of his work.

In addition to the maps for the organisation and the taking of the census, drawings and associated masks required for printing the coloured maps used in connection with the presentation of tabulated data in census publications are also prepared.

**Census material**

The estimated number of householder's schedules and personal slips required for each census subdivision is based on the numbers of dwellings as estimated by the enumerators. An additional proportional allowance is incorporated as a safeguard against contingencies.

The quantities of other material required (e.g. instruction booklets, record books, compilation books, administrative forms, and equipment of various kinds) are also estimated by enumerators. Being closely related to known numbers of census divisions, subdivisions, or collector's districts, requirements can be assessed fairly accurately.

The printing and dispatch to the appropriate centres of householder's schedules, personal slips and envelopes for use with personal slips are organised and controlled by the Commonwealth Government Printer, Canberra. Other material, such as collectors' record books, collectors' compilation books, instruction booklets, administrative forms, posters, classifications and indexes of occupations and industries, labels, and tabulation forms, is printed by the Commonwealth Government Printer. Documents such as code lists and instructions for coding and checking are prepared on the Bureau's own reproduction equipment. Dispatch of this material is in general undertaken by the Census Office, Canberra.

**Collectors' duties**

The census collector's duties are confined principally to distributing householder's schedules (and personal slips if required) to all dwellings in his district before census day and collecting completed forms after census day. Each collector is supplied with a collector's record book (which contains a map of his district and a description of its boundary) for door-to-door use and a collector's compilation book for purposes of compiling early field count figures. When collecting householder's schedules and personal slips the collector is expected to account for all forms issued and to examine them to ensure completeness. It is also the collector's duty to help those who for any reason were unable personally to fill in the schedule or slip. On satisfying himself as to completeness, the collector inserts in the appropriate place on each schedule the number of persons of each sex in the dwelling concerned. These details, together with other required details, are later transferred into the collector's compilation book. This book forms an integral part of the census records and is used as the basis for early field counts, for subsequent checking and balancing, and as a reference for other census purposes.

Each collector, upon completion of his duties, returns all material to his sub-enumerator. After checking the completed forms, record book and compilation book for each collector's district in his subdivision in accordance with standard instructions designed to ensure accuracy and completeness of coverage, the sub-enumerator forwards them to his enumerator, who is responsible for checking that the material is complete for all collector's districts in his division before transmission to the processing centre.

**Processing, tabulation and publication of Census results**

For the purpose of processing the census schedules and other records for subsequent tabulation a census processing centre is established. To this is returned all the material from the field organisation after collection and checking. In the processing centre the completed schedules and slips are checked against collectors' records and then bound into book form to preserve their arrangement and to facilitate reference, handling and storage. From the bound books of schedules and slips, coding and the preparation of material for tabulating processes are carried out.

Tabulation of census data by means of punched card machines was first used at the 1921 census, and from that time there has been continuous technical improvement in the design, performance and range of application of the various types of equipment used at successive censuses. At the 1966 census, for the first time, computer equipment was used for an Australian

census. A basic requirement for tabulation purposes is that the replies given to the questions on the census schedule should be subsequently converted into numerical form. For the 1966 census, as in previous censuses, code lists were prepared to enable replies not already given in numerical form to be so converted. The code list for each characteristic (personal or dwelling) is, in essence, a predetermined optimum arrangement of how the replies in relation to that characteristic can be tabulated for presentation in the census publications. Each category in a code list is numbered. Where necessary, a code list is supplemented (for coding purposes) by an index showing the code number to be used for each anticipated possible answer to the particular census question.

The scheme of publication adopted for the census is designed to provide for the earliest possible publication of results progressively as they became available. Preliminary and summarised results are published in mimeographed form; the detailed final results are published in a series of volumes, each comprising a number of parts (see below).

Census Regulations provide for the division of each State and Territory of the Commonwealth into census divisions, census sub-divisions and collector's districts for the purpose of 'the taking and the collection of the Census'. Neither the Act nor the Regulations specify the extent to which data obtained at the census are to be geographically dissected for presentation, but in all censuses the need to produce detailed statistics for local areas has been recognised. Census information is being published for the following categories for the 1966 census.

- (i) local government areas;
- (ii) metropolitan urban, other urban, rural, and migratory divisions of each State and Territory and of Australia as a whole;
- (iii) statistical divisions, as used for many years in State statistical publications, and statistical districts, introduced for the first time in 1966 and representing stable regional boundaries of large towns with a regional population of over 100,000;
- (iv) urban centres, defined under new criteria for the 1966 Census (see page 174);
- (v) rural localities in which twenty or more dwellings or fifty or more persons were enumerated.

Detailed results of the censuses of the External Territories are published in a manner similar to those of the States and Internal Territories.

Final detailed results of the 1961 census of the Commonwealth were published in eight volumes, each comprising a number of parts which were published separately as soon as the relevant information became available. The parts and the volume for each State are uniform, but there is a different arrangement of the parts comprising the volume relating to the Territories and again in the volume relating to Australia. The order of volumes and parts is as follows.

- Volume I, New South Wales;
- Volume II, Victoria;
- Volume III, Queensland;
- Volume IV, South Australia;
- Volume V, Western Australia;
- Volume VI, Tasmania;
- Volume VII, Territories;
- Volume VIII, Australia.

#### *Order of parts of State volumes*

- Part I—Analysis of Population in Local Government Areas and in Non-municipal Towns of 1,000 Persons or more;
- Part II—Cross-classifications of the Characteristics of the Population;
- Part III—Analysis of Dwellings in Local Government Areas and in Non-municipal Towns of 1,000 Persons or more;
- Part IV—Cross classifications of the Characteristics of Dwellings and of Householders;
- Part V—Population and Dwellings in Localities.

#### *Order of parts of Volume VII—Territories*

- Part I—Northern Territory: Population;
- Part II—Northern Territory: Dwellings and Householders;
- Part III—Australian Capital Territory: Population;
- Part IV—Australian Capital Territory: Dwellings and Householders;
- Part V—External Territories: Population and Dwellings.

#### *Order of parts of Volume VIII—Australia*

- Part I—Cross-classifications of the Characteristics of the Population;
- Part II—Cross-classifications of the Characteristics of Dwellings and of Householders;
- Part III—Population and Dwellings in Localities (with Geographical Co-ordinates).

*Australian Life Tables 1960-1962*—forming part of Volume VIII—Australia.

*Statistician's Report*—forming part of Volume VIII—Australia.

In addition to the published information, the 1961 Census tabulation programme yielded a considerable amount of detailed statistics which could not be accommodated within the limits set by the publications programme, and which is available on application.